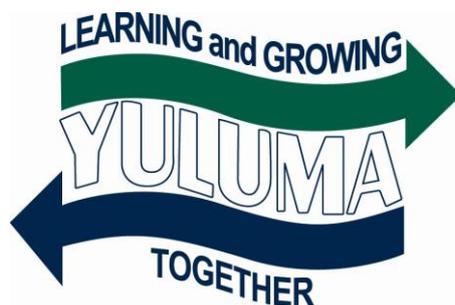


Yuluma Primary School



An Independent Public School

INFORMATION BOOKLET

2018



21 Ambrose Street Innaloo, Western Australia 6018

T:08 9244 5422 E: Yuluma.ps@education.wa.edu.au

W: <http://yulumaps.wa.edu.au/>

Principal's Welcome

On behalf of the school community, I extend a warm welcome, knowing that your connection with Yuluma Primary School will be both beneficial and enjoyable for your family.

At Yuluma Primary School we view the education of your child as a partnership between school and home. Each partner plays their unique part. Our learning programs are characterised by high expectations for students and teachers. Each child progresses developmentally according to his or her abilities, interest in learning and skills acquired, with the support and leadership of the teacher. The teacher, education assistants, support staff, cleaners and gardener all work to support your child in your school.

All children are capable of learning and acquiring new skills. This fact is sometimes overlooked by adults. Children are inherently inquisitive and they will actively seek to understand the world around them and their place in it. Our experience demonstrates that a successful partnership results from effective communication between the parents and the teacher. This focuses on the learning tasks, the support and the encouragement given to a student by all parties.

I encourage all parents and care givers to take an active involvement in the school. Apart from the obvious benefits of supporting your school, your child will see that you value education and you value their school, teacher and classroom. As our school motto says we are "Learning & Growing Together".

I hope you find your experience with Yuluma Primary School and the wider school community to be successful, interesting and an enjoyable one.

If you have any questions, suggestions or matters that you would like clarified then please contact your class teacher or the administration team.

Welcome to Yuluma.

Kim Pitts-Hill

Principal



Our School

Yuluma Primary School evolved through the Local Area Education Planning process when the Birrale Primary School closed at the end of 1996 and amalgamated with North Innaloo Primary School. A new school was built on the North Innaloo site in Ambrose Street. Our school is situated in a park-like setting with many mature shady trees and grassed areas, complemented by paved walkways and gardens, providing a superb site for the education of primary aged children.

The School was renamed Yuluma Primary School (Between Two Waters) to reflect Aboriginal heritage in the area and was officially opened on 22nd October 1997.

The catchment area for the school are the suburbs of Innaloo, Doubleview and Karrinyup.

The school has experienced staff that have embraced a professional learning environment. The staff profile consists of Principal, Deputy Principal and teaching staff including part time and full time personnel. Support staff, including a Manager Corporate Services, School and Library Officers, Education Assistants, Gardener and Cleaners; fulfil a variety of roles consistent with that of our complex organisation to support the education of young children.

The School Board consists of the Principal and elected representatives from the school staff and from the community. The Board is led by a Chair who is generally a parent at the school. An active P&C Association supports the school and its programs.

The school is well resourced. In the area of Information and Computer Technology (ICT) a local area network of laptops, desktops, iPads, electronic whiteboards and workstations are available for administrative and curriculum functions, and is constantly undergoing upgrades. Internet access is available to all users with an agreed code of conduct for usage. ICT is part of the integrated approach to learning articulated in the Western Australian Curriculum.

Yuluma Primary School covers Kindergarten, Pre-Primary, and Years 1 through to Year 6. Specialist support is provided in Music, Visual Arts and Languages (Japanese). Music has always been a strong focus within the school including access to Clarinet and Guitar tuition through teachers from the School of Instrumental Music. Our Visual Arts Program produces work of a high creative content and is often acknowledged in local, state and some national competitions. Our Japanese program has a strong development of both local and international flavours.

The school has a part time Educational Psychologist, School Chaplain and a School Nurse to support its commitment to the pastoral care of the school community.

Positive Behaviour Programs have been introduced as a whole school approach to embrace the four areas of Accepting Responsibility, Respect, Care and Striving which are integrated across the student leadership, peer support and behaviour management programs. It is this strong emphasis on virtues, complemented by a raft of programs and activities across the school, that provides the baseline for the ethos and purpose of Yuluma Primary School.

General Information

Our school's strength is its emphasis on the education of the individual. The size of the school means that the administration and teaching staff can get to know each child personally. This creates a friendly and caring atmosphere, which encourages children to participate and fosters self-esteem and self-confidence. We believe that children are most likely to realise their full educational potential if they value and feel valued within the learning environment.

Yuluma Primary School strives for academic excellence and personal growth. We aim to challenge all children and to nurture the development of competence, confidence and resourcefulness. We encourage children to operate both independently and co-operatively, to be socially responsible and to take pride and pleasure in their achievements.

An integrated curriculum that stresses Literacy and Numeracy is an integral part of the school. In addition we provide programs in Science, Technology and Enterprise, Health and Physical Education, The Arts, Society and Environment and Languages – Japanese.

Additional curriculum programs are another of the school's strengths and the wide range of activities offered include Talented and Gifted Programs, Environmental Studies, and Sustainability Program, Instrumental Music and a variety of sporting activities such as swimming, athletics, cricket, basketball, netball, football and soccer.



Admissions

All students new to the school must provide a completed official Application for Enrolment and a School Enrolment Form for each child. This gives us detailed emergency information, e.g. medical conditions, emergency contacts, etc. Immunisation Records and Birth Certificates are also required upon enrolment. Please remember, all information on these forms remains confidential.

It is important that parents inform the school of any change of address, student health issues, phone numbers or emergency contacts so that the school records are accurate.

For Your Information

School Administration Staff

Principal	Mr Kim Pitts-Hill
Deputy Principal	Ms Sandra Barnes
Manager Corporate Services	Mrs Jan Anderson
School Officer	Mrs Tania Maslin
	Mrs Raelene Izett
Office Hours:	8:00am – 3:30pm
Telephone:	08 9244 5422
Email:	Yuluma.ps@education.wa.edu.au
SMS Absentee	0418 949 529
Dental Therapy Centre:	08 9446 8990

School Term Dates for 2018

	Term	Start Date	Finish Date
Semester 1	Term 1	Wednesday, 31 st January	Friday, 13 th April
	Term 2	Monday, 30 th April	Friday, 29 th June
Semester 2	Term 3	Tuesday, 17 th July	Friday, 21 st September
	Term 4	Tuesday, 9 th October	Thursday, 13 th December

School Development Days 2018 (Students Do NOT attend)

Term 1 - Monday, 29th January and Tuesday, 30th January

Term 2 - Friday, 4th May

Term 3 - Monday, 16th July

Term 4 - Monday, 8th October

Friday, 14th December

Public Holidays for 2018

Labour Day - Monday, 5th March

Good Friday - Friday, 30th March

Easter Monday – Monday, 2nd April

Easter Tuesday – Tuesday, 3rd April

ANZAC Day – Wednesday, 25th April

WA Day - Monday, 4th June

Queen's Birthday - Monday, 24th September

School Hours

School Commences: 8:44am

Morning Recess: 11:00am – 11:20am

Lunch: 12:20pm – 1:00pm

School Closes: 3:00pm

Early CLOSE every Wednesday at 2:30pm

Parent Information

Our school community strives ***to create an open*** and caring supportive environment. We ask parents to welcome new parents and share the joys and burdens of parenting. Parental involvement enhances your child's education. You can make the school a better place for all children by being active in the school community.

You can assist by:

- being on the School Board
- attending P&C meetings
- listening to children read or assisting with other class related activities
- supporting or help organise social functions
- assisting curriculum development with the teacher
- helping with and organising fundraising activities through the P&C
- sharing skills or hobbies in a class or small group
- assisting with clubs / activities / whole school events when requested
- helping in the Library, Canteen, Community Vegetable Garden by volunteering

Absences

Daily attendance of students is compulsory under the Education Act. Acceptable reasons for absence from school include illness, medical or dental appointments which cannot be arranged outside school hours, cultural or religious events or authorised vacation. Please contact the Class Teacher or the Principal if you intend taking your child out of school for other reasons. All absences need to be explained, preferably in writing eg. email or sms response to the SMS line, to the child's teacher. Parents or students are also required to report to the office for late arrivals, and again before removing their children from class during the course of the day.

Authorised Vacations

Parents intending to have holidays during the school term, which will result in their child being absent from school, are required to request approval for an Authorised Vacation from the Principal. A letter detailing dates of absence and a list of the educative aspects that will engage the child's learning should be submitted by email at least 2 weeks before departure. Authorised vacations recognise the powerful educative aspects of holiday activities where students undertake a variety of learning whilst on vacation as part of the actual planned vacation. The absence record then shows "Authorised Vacation".

Attendance

The school uses SMS messages to inform parents of students absence. Parents can inform the school of an intended absence on:

SMS - 0418 949 529

(This is a message only number)

Accidents & Sickness at School

If your child is involved in an accident or becomes sick at school, every effort will be made to contact you to arrange medical attention. In the case of an extreme emergency, the school reserves the right to call an ambulance. This may be done when the parents cannot be contacted.

Children's Records

Please ensure that any change of address, phone number, place of employment, emergency contact person and health issues are noted by the school office. A note to the class teacher or a telephone call to the front office ensures that your child's records are accurate and kept up to date.

Voluntary Contributions and Charges

The voluntary contributions and charges are set at \$60-00 per child and are used to support curriculum programmes. Students must provide items for their own personal use such as pencils, pens, rulers, etc. These items will often need to be replenished during the year. In order to provide the school with a working fund to enrich your child's education, parents are asked to pay the requested Voluntary Contributions and Charges promptly. A proposed schedule of Voluntary Contributions and Charges will be sent home annually in Term 4. This schedule will cover all costs including swimming, camps and excursions.

Volunteers

We appreciate anyone who volunteers their time and expertise to our school by helping in the canteen, shelving or covering resources in the Library, reading in classrooms, etc.

Dress Code

The School Board endorse the wearing of school uniform. All uniforms are available from the school uniform shop located in the Community Room (Block 1). The Uniform Shop is run by P&C volunteers.

Order forms are available from the front office.

Sun Protection

All children MUST have hats for outdoors throughout the year for protection from the sun. There is a **no hat / no play in the sun** policy at all times during recess and lunch. Hats must be worn for **all** outdoor excursions and incursions. The application of sun block cream is also advised for school during the summer. Broad brimmed or bucket Yuluma Primary School hats are mandatory as opposed to 'caps', which are not endorsed by the Sunsmart Policy.

SAER (Students at Educational Risk)

We have a number of mechanisms in use across the school to support our students to achieve their potential from Kindergarten to Year 6. Parents are urged to discuss the progress of their child with the class teacher regularly. If additional support is required the Deputy Principal will co-ordinate this in consultation with teachers, parents and support providers.

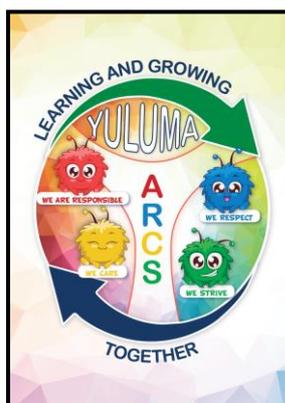
Specialist Programs

Yuluma Primary School has specialist teachers in the areas of Music, Visual Arts and Japanese. Each of these specialist areas offers outstanding programs.

Behaviour Management

We have a school wide approach to managing student behaviour reflective of the Positive Behaviour Support program. We support our students to behave in a safe and respectful manner at all times. We reward appropriate behaviour with a number of reinforcers e.g. Verbal Praise, Virtue Awards, Letters of Commendation, Merit Awards, Gold Book Entries and Faction Tokens.

We do not tolerate offensive, dangerous or disruptive behaviour and have a procedure for managing inappropriate behaviour. Please request by email or pick up a printed copy of the BMIS Policy and Student Contract. [Email Yuluma.ps@education.wa.edu.au]



Reporting

Parent / Teacher interviews are held once a year in Term 2. Half of the normal school day curriculum program is suspended to promote these meeting. Alternatively request a meeting with your child's teacher (s). These interviews are to discuss student progress. Written reports regarding student progress are sent home at the end of each Term. Term 1 and 3 have interim reports, where 2 and 4 have end of semester reports.

Kindergarten

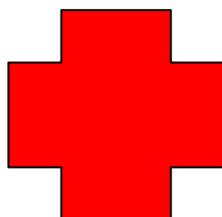
The Kindergarten centre is located within the school grounds.

A separate Information Booklet is available upon request at the front office reception.

PEAC (Primary Extension and Academic Challenge) and TAGS (Talented and Gifted Students)

Selected students from Year 5 and Year 6 are offered the opportunity to participate in the Primary Extension Academic Challenge Program facilitated by the North Metropolitan Regional Education PEAC Centre. Students eligible to participate in this program will be notified by the Deputy Principal. (The school hosts the North Metropolitan PEAC Administration Centre on site)

A Junior Primary Talented and Gifted Students (TAGS) is offered from term to term for selected students and is designed to foster the growth of excellence in the Early Childhood Area (Years 1-3).



Medication

Medicines can only be brought to school and administered to a child on the authority of the parent. These are to be left at the front office where a Drug Administration form must be completed by the parent. All medicines, including Asthma sprays / pumps, should be named and include all relevant Student Health Care Summaries.

Allergy Aware School

OUR SCHOOL IS NUT ALLERGY AWARE

Some students have severe and life threatening allergies to nuts or food containing nut products and we would appreciate your support with this matter. We need to emphasise the seriousness of this concern as we have students who can become seriously ill. Even if food items contain traces of nuts, please avoid giving them to your child in their lunches. Please do not bring nut or nut products (eg Nutella, peanut butter) to school at any time.



Medications and Epi-Pens

If your child requires an Epi-Pen or other medication at any point throughout the school day, please do not send it in your child's bag. Ensure you hand any medication to the office and complete appropriate documentation, as well as informing the class teacher.

NB: It is very important for the office to have up to date medical information on students.

Community Nurse

A Registered Nurse comes to Yuluma Primary School to conduct health assessments with students from Kindergarten to Year 6. Vision and hearing screening is provided as per the Health Department schedule. Information regarding the schedule is available upon enquiry.

Dental Health

The school Dental Service provides free general and preventative dental care for all enrolled students up to Year 11. The Dental Therapy Centre is located on site at Yuluma Primary School and operates from 8:15am to 4:30pm Monday to Friday and most school holidays.

The Dental Therapy Centre can be contacted on **9446 8990**.

School Chaplain

Yuluma Primary School has a YouthCARE Chaplain, Eden Bracegirdle, who works 2 days a week at the school. Chaplaincy is funded at a State and Federal level, and YouthCARE are the service providers of the Chaplaincy program. Yuluma Primary School has had a YouthCARE Chaplain since 2002. The Chaplaincy program primarily offers pastoral care to students, parents, staff and the broader school community to address social and emotional wellbeing. Any one on one appointment with students of a specific nature must have parental consent.

The Chaplain's role also includes running Breakfast Club as required, providing emergency lunches for students, running small groups to target identified issues and providing opportunities for parent learning through seminars. The Chaplain contributes to the general day to day running of the school in a support role by assisting teachers and students in class where required, helping out at assembly and at various school events throughout the year, as well as on excursions.

Students call the Chaplain 'Miss Eden' and her office is located opposite the library in Teaching Block 2.

3 Year Old Playgroup

Playgroup is a great way of helping children and parents to prepare for the future and assist relationship building with other children, parents and staff at the school. This year a new playgroup has commenced on Friday mornings between 9:00am and 10:30am during school term for pre-kindergarten aged children. For further information or to make a booking please contact the front office on 9244 5422.

Canteen

The school canteen operates on **Monday, Wednesday** and **Friday**. Volunteer helpers assist in the canteen and any assistance you can offer is always very much appreciated. Canteen menus are available from the office. Drop in and say hi to Anna our Canteen Manageress.



Library

The School Library is used by all classes on a timetable basis as arranged by the classroom teachers. Our School Library is fully automated and has a variety of technology software. Children are entitled to borrow two books at a time, (Year 1's one book), but children may return these books as often as they wish if they would like to borrow more books. Your help in returning the books promptly is appreciated. Should a book be lost or damaged, replacement costs may need to be met by the child's family. Parental help in the day to day running of the library and the covering of books is also helpful and appreciated.



School Newsletter

The newsletter is a vital link through the school community to keep parents informed of the latest school, sport and community events. We therefore urge all parents to keep the office informed of their updated email address. If parents are unable to access the newsletter via email, paper copies are available by collection from the school office. This is in keeping with our school focus on sustainability. Your efforts in supporting this are very much appreciated.

School Assemblies

Parents are always invited to our assemblies which are held Tuesdays and Thursdays at 8.44am for 15 minutes. Approximately twice each term a large celebration assembly with class items and awards is held. Celebration assemblies run for about 1 hour. Dates will be confirmed in the Term Planner issued at the start of each Term. At these assemblies a class takes on the responsibility of presenting an item and Merit Certificates are presented to worthy recipients.

The parents of the host class are also requested to bring in a cake for our cake raffle which raises funds for our World Vision Child. Cake ingredient stickers are required to identify the cake contents and are available from the office.

Excursions / Incursions

These are an important part of our educational program. They provide experiences for the children which relate to classroom programs. **A note will go out to each child, prior to the excursion/incursion, detailing the event. Payment will be required, together with a signed permission slip for each excursion / incursion in a named and sealed envelope. *Payment of excursion/incursion will need to be made within two weeks of the note going home.* If payment isn't made within the two week period, children may not be permitted to attend.**

Without permission children cannot attend the excursion / incursion. Medical information must be up to date for each child.

Year 6 students attend a camp every year.

Enquiries

Contact can be made with the school in a number of ways as listed below:

Front Office:

Messages may be left or appointments may be made with teachers or the Principal through the Manager Corporate Services or School Officer. Parents may phone 9244 5422 or directly approach the office.

Contacting Children:

Urgent messages only may be left for children at the office. To minimise disruption please ensure messages are left for emergencies only.

Contacting the Class Teacher:

Minor concerns such as lunch arrangements, money for excursions, reasons for absences, etc, can be directed to the teacher. The best time to speak briefly to teachers is between 8:30am and 8:44am and after 3:10pm. Please make an appointment if a longer interview is required.

All the above can also be attended to by emailing the school on

Yuluma.ps@education.wa.edu.au

*SMS Absence Messages can be sent to **0418 949 529**.*



School Psychologist

The School Psychologist visits the school once per week for assessment of any problems affecting your child's academic, social or emotional progress. Referrals are made through the school staff following expression of concern in specific areas. Parents concerned by their child's progress can meet with the Deputy Principal.

Leaving the School Grounds / Returning to School

Children will not be permitted to leave the school grounds alone at any time, for any reason, without the knowledge and direct approval of the Principal or delegated authority at that time. Parents must sign children out through the office before collecting their child from the classroom if they are required to leave school for any reason during the course of the day. Students returning to school inside of normal hours (eg. after 8:44am or before 3:00pm) must report to the office.

In Term Swimming Classes

All children from Pre-Primary to Year 6 attend a fortnight of swimming lessons during the year as part of the school curriculum. Parents will be advised of all details of times and costs prior to the event.

Money

When money is requested by the school it should be sealed in an envelope and clearly marked with the child's name, class and event. All money should be directed to the front office unless otherwise advised.

EFTPOS facilities are available for amounts greater than \$10.00.

Personal Use Items

Stationery for your child may be ordered through the school at the end of each year. Orders will be bagged in individual packs by the supplier, OfficeMax and delivered free to your home. However, parents may choose any retail outlet to purchase these items. Please ensure your child has all the items on the list.

PLEASE MARK EVERY ITEM CLEARLY WITH YOUR CHILD'S NAME.

Lost Property

All student property should be clearly labelled with your child's name. Lost property can be claimed from the lost property box located in the Undercover Area. Any unclaimed items will be displayed at the end of each term before being handed over to charitable organisations or to the second hand Uniform shop for resale.

Toys and Personal Effects

No toys, jewellery or valuables should be brought to school, *please*. This reduces the risk of loss, breakage or injury.

Mobile Phones

Children are encouraged not to bring mobile phones to school however, if a parent deems this necessary, the mobile phone **must** be handed in to the front office at the beginning of the day and collected on departure at the end of the day. Important messages to students may be left at the front office.

Parking

Parking is available on 3 sides of the school on Ambrose Street, Morris Road and Diana Street. For safety reasons please do not use the marked **Staff Car Park**. Visitors and parent vehicles should not be parked unattended in the road marked 'Kiss & Drive' side bays at the front of the school, especially during peak periods at the start and end of the day. Please take note of parking restrictions and the bus bays in Ambrose Street. Do not **Double Park** as this causes a traffic hazard and is extremely dangerous. Children are not to walk through the staff car park.

City of Stirling Rangers patrol the area from time to time and do issue fines and brochures indicating appropriate parking habits to drivers who are unclear.

Dogs in the School Grounds

Dogs should always be on a leash and for safety reasons should not be brought into school grounds or the oval during the school day 8:30 – 3:00pm. If dogs wander onto the school grounds during school hours the Ranger will be notified. Exercise of dogs on the oval is encouraged only if owners collect, bag and bin all faeces. A dog droppings bin is on the south east corner of the oval.

Visitors to the School

All visitors and parent helpers to the school are requested to 'sign in' at the front office and wear a visitors badge while in attendance at the school.



School Board

The School Board provides community input into the School Planning Process. The Board consists of Staff and Community elected representatives.

Functions:

1. Primarily the School Board formulates the following aspects of the School Business Plan.
 - A brief, but clearly expressed statement of the School's Vision and Purpose.
 - The education outcomes the school is seeking for students.
 - The school priorities for the next planning cycle.
2. Examines Performance Information in summary format i.e. School Annual Report, drawn from the school's Management Information System (MIS), to determine the success in achieving the School Purpose.
3. Views and endorses the School Budget.
4. May initiate the need for the school to formulate a policy and ensures policies reflect the School Vision and Ethos.
5. Endorses the School Business Plan.
6. May be involved in providing input to the local selection of the principal.



Parents and Citizens Association

The school is very well supported by a hard working body of parents and community members on the Parents and Citizens Group. Parents are encouraged to take an active role in the P&C as resources provided by the P&C benefit the entire school community. The P&C facilitates a range of activities including school canteen 3 days a week, the uniform shop, School Banking, Book Club as well as many fundraising activities over the year. Many activities require parent help which may include: fundraising, helping with excursions, sports days, reading, cooking, art and craft activities. Please talk to parents in the Parent Community Room or your class teacher if you can provide assistance on the P&C.

This is an important group within the school and relies on the support of the entire school community. Meetings are held twice a term as advised in the school newsletters.

Functions:

- The P&C Association provides financial and resource input to the school as generated.
- The P&C receives information from and discusses information which can be passed on to the School Board.
- The P&C can only make policy for itself – not for the school.
- The School Board includes one member whose role is to report to the P&C or bring issues raised by the P&C back to the Board.

Objectives:

The objectives of the P&C Association are to promote the interest of Yuluma Primary School through:

1. co-operation between parents
2. fundraising for the school; and
3. the fostering of community interest in educational matters.

An Association cannot:

1. interfere in the control or management of a school or the educational instruction of students; or
2. exercise authority over staff or other persons employed at the school.

Summary

Both the P&C and School Board are essential for the smooth operation of the school because both service different areas of need. This close relationship continues grow in a positive way.



Community Vegetable garden

Commonwealth Bank School Banking

School Banking is here!

The Commonwealth Bank School Banking program is at Yuluma Primary School to help our children develop strong financial literacy skills, plus earn some extra benefits for our school.

The School Banking program includes an exciting Rewards Program designed to encourage children to get into the habit of making regular savings. Every time your child makes a deposit they receive a Dollarmite token which can be exchanged for really cool gifts. Students will have lots of fun saving their tokens and working towards their goals.

Our school earns \$5 for every new account opened through the school and we also receive commission with every deposit made.

Check out the website – www.coinland.com.au – an animated virtual world where the children can meet the Dollarmites and learn about key basic financial concepts such as earning money, saving and setting savings goals in a safe and fun environment.

Every child who opens a new account through School Banking will receive a free Platybank moneybox.

If you are interested in opening a Commonwealth Bank Youthsaver Account to take part in the School Banking program please come to the front office to collect a package. Alternatively, if your child has an existing Commonwealth Bank Youthsaver account they can start banking straight away. They just need to bring their deposit in every week using their Dollarmites deposit wallet.

School Banking Day is every **Thursday, 8:10am until 8:40am** in the Parents Lounge. Any questions – feel free to contact your School Banking Co-ordinator





SCHOOL CREED



This is our school,
Let peace dwell here,
Let the rooms be full of gladness,
Let love abide here –
Love of one another,
Love of mankind,
Love of God,
And love of life itself.
Let us remember – that –
As it takes many hands to build a house,
It takes many hearts
To make a school.



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